



CANNON BUILDING
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**STATE OF DELAWARE
BOARD OF ARCHITECTS**

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PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, May 16, 2018 at 1:30 p.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	June 6, 2018

MEMBERS PRESENT

Paul Guggenberger, Professional Member, President
Daniel Ridgely, Professional Member, Secretary
John Lynch, Public Member
Todd Breck, Professional Member
Bryan Hutchison, Professional Member (arrived at 1:58 p.m.)

MEMBERS ABSENT

Robert Maffia, Professional Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Jennifer Witte, Administrative Specialist II

OTHERS PRESENT

There were no others present.

CALL TO ORDER

Mr. Guggenberger called the meeting to order at 2:01 p.m.

REVIEW OF MINUTES

A motion was made by Mr. Breck, seconded by Mr. Hutchison, to approve the minutes from the December 6, 2017 meeting as presented. The motion was unanimously carried.

UNFINISHED BUSINESS

Discussion on NCARB Blue Sky Items

Mr. Guggenberger attended the NCARB Regional Summit meeting in March and spoke with representatives regarding some questions relating to some of the regulation changes that the Board is currently looking to do in Delaware. Mr. Guggenberger provided the Board with information from NCARB including NCARB's legislative guidelines and model law, the monetary penalties for deficient CE, exemptions for Federal based projects and exempt persons, buildings and activities.

The Board will discuss and vote on regulation changes at the June 6, 2018 meeting.

Update on Schultz Appeal

The Board imposed discipline on David Schultz for failure to comply with the biennial continuing education requirement. Mr. Schultz appealed the Board's decision with Superior Court. On February 16, 2018, the Court affirmed the decision of the Board.

NEW BUSINESS

Ratify Reciprocity Applications – NCARB Certificates

A motion was made by Mr. Breck, seconded by Mr. Hutchison, to approve the architect applications of Jeffrey Zutz, Sean O'Rourke, Ricardo Muniz-Guillet, James Baumgardner, Thomas Flanagan, Andrew Urbany, Mark Sullivan, James Hamill, Jon Moss, John Culver, Jeffrey Langham, John Dungan, Jeffrey Rosati, William Ackal, Rolf Haarstad, Steven Orlansky, Debra Chitwood, Steven Kushner, Mario Puerto, Jason Gnich, James Owens, Jeffrey Brummer, Christopher Boone, Lou Allevato, Andrew Cupples, Jr., Carry McLain, Catherine Gow, Wayne Guskind, James Cherry, Jason Butler, Frederick Santoro, Mark Bauernhuber, Joseph Powell, Jeffrey Wetzell, Rudy Fabiano, Dezhang Fang, Marc Spector, Kevin Harney, David Fox and Scott Aker. The motion was unanimously carried.

Ratify Certificate of Authorization Applications

A motion was made by Mr. Breck, seconded by Mr. Hutchison, to approve the ratified certificate of authorization applications of Peter Zimmerman Architects, Inc., Chicago Design Network, PB2 Architecture & Engineering, PLLC., EDC, LLC. dba/Element Design Group, BSA LifeStructures, Inc., Architects Collaborative, Inc. dba/ BGO Architects, ARMM Architecture Associates, Inc., Klein and Hoffman, Inc., Vista Design, Inc., Flanagan Architects, P.C., Guernsey Tingle Architects, P.C., Moonlight Architecture, LLC., Cedar Street Architecture at TKDA, Inc., Novus Architecture, Inc., BKA Architects, Inc., Michael McCoy Architects, Inc., Perkins Eastman Architects, D.P.C., Dewberry Architects, Inc., Bower Lewis Throver Architects Ltd., Cuhaci & Peterson, Architects, Engineers, Planners, Inc., Design Group Facility Solutions, Inc. and CDG-AE, P.C. The motion was unanimously carried.

Complaint Status

#07-01-18 – Assigned

#07-02-18 – Assigned

Review of Reciprocity Applications

After review, a motion was made by Mr. Breck, seconded by Mr. Lynch, to approve the reciprocity application of Robert Clifton. The motion was unanimously carried.

After review, a motion was made by Mr. Breck, seconded by Mr. Ridgley, to approve the reciprocity application of William McLees contingent upon a designated Board Member's review and approval of the relevant material related to the Nevada discipline. The motion was unanimously carried.

Ratify Architect Applications

A motion was made by Mr. Breck, seconded by Mr. Hutchison, to approve the ratified architect applications of Daniel Smigelski, Richard Kapusta, Lee Weintraub, Zachary Garman, Christopher Jackson, Peter Lutz and Mark Ballintyn. The motion was carried by Mr. Guggenberger, Mr. Ridgely, Mr. Lynch and Mr. Breck. The motion was unanimously carried.

Review Examination Applications

After review, a motion was made by Mr. Guggenberger, seconded by Mr. Breck, to approve the application of Christopher Bowen to sit for the examination. The motion was unanimously carried.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD

Ms. Witte advised that the Board needed to initiate the post renewal audit of the continuing education requirement and professional seal. After a brief discussion, a motion was made by Mr. Guggenberger, seconded by Mr. Ridgely, to randomly audit 5% of the licensees, 100% of the late renewals and licensees automatically audited as per disciplinary action. The motion unanimously carried.

The Board discussed a potential issue with the use of engineering seals on project cover pages.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next meeting will be June 6, 2018 at 1:30 p.m. in Conference Room B.

ADJOURNMENT

There being no further business, a motion was made by Mr. Guggenbrger, seconded by Mr. Breck, to adjourn the meeting at 2:52 p.m. The motion unanimously carried.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II